

**SUMTER COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE SUMMARY**

**SUBJECT:** Rescind award of contract with D&A Building Services, Inc. for RFP 011-0-2011/AT Janitorial Services for Sumter County Facilities (Staff recommends approval).

**REQUESTED ACTION:** Rescind award of contract with D&A Building Services, Inc.

☐ Work Session (Report Only)    **DATE OF MEETING:** 08/09/2011  
☒ Regular Meeting                      ☐ Special Meeting

**CONTRACT:** ☐ N/A    Vendor/Entity: D&A Building Services, Inc.

Effective Date \_\_\_\_\_ Termination Date: \_\_\_\_\_  
Managing Division / Dept: Public Works / Facilities Maintenance

**BUDGET IMPACT:** N/A  
☒ Annual                      **FUNDING SOURCE:** \_\_\_\_\_  
☐ Capital                      **EXPENDITURE ACCOUNT:** \_\_\_\_\_  
☐ N/A

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**HISTORY/FACTS/ISSUES:**

At the July 26, 2011 Sumter County Board of County Commissioners meeting, a recommendation was made to award the Janitorial contract under RFP #011-0-2011/AT to D&A Building Services, Inc. Subsequently two written protests were received pertaining to this award. The main point of the protests was that the selection committee prior to their determination of a short list and/or recommendation for award did not evaluate all proposals and that the evaluations completed were not based solely on the criteria documented in the RFP.

The County Purchasing Agent reviewed the written protests of RFP #011-0-2011/AT submitted by USSI and ABC Clean-All, respectively. The County Purchasing Agent concurred that all proposals should have received a full evaluation and scoring by the Selection Committee prior to their determination of a short list and/or recommendation for award. He also found that scoring rationale utilized by each Selection Committee member should have been based on the documentation requested by the County and the presentation of the same by the proposers as well as any additional research conducted by the individual on the Selection Committee.

Based on the Purchasing Agent's review and his concurrence with certain elements of the protests, a recommendation is being made to rescind the award to D&A Building Services, Inc. along with rejection of all proposals received for RFP #011-0-2011/AT.

To alleviate future situations such as this, a recommendation to adopt changes to the purchasing policy will occur to clarify the points made above related to the responsibilities of the selection committee members.

A revised RFP for Janitorial Services will be developed and submitted for solicitation by the end of August, 2011 to include a full replacement of the selection committee to ensure impartiality to those submitted proposals that submitted on RFP # 011-0-2011/AT.

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## Morrison, Chris

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**From:** Chavez, Tina  
**Sent:** Thursday, August 04, 2011 10:58 AM  
**To:** Morrison, Chris  
**Subject:** FW: Protest of RFP #011-0-2011/AT

Support Document for agenda.

Tina Chavez

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**From:** Arnold, Bradley  
**Sent:** Friday, July 29, 2011 8:48 AM  
**To:** 'Tucker IV, John A. (Tucker@foley.com)'; 'jordan.dailey@abccleanall.net'  
**Cc:** Bisner, Art; Chavez, Tina; 'George Angelidas (george@hoganlawfirm.com)'; 'tabbott@iscsclean.com'; Taylor, Amanda  
**Subject:** Protest of RFP #011-0-2011/AT

Mr. Tucker and Mr. Dailey,

I reviewed the written protest of RFP #011-0-2011/AT submitted by each of you representing USSI and ABC Clean-All respectively. I concur that all proposals should have received a full evaluation and scoring by the selection committee prior to their determination of a short list and/or recommendation for award. I further concur that scoring rationale utilized by each selection committee member should be based on the documentation requested by the County and the presentation of the same by the proposer as well as any additional research conducted by the individual on the selection committee.

Based on my review and my statements above the following actions will occur:

1. At the August 9, 2011 Board of County Commissioners meeting, a recommendation to rescind the award to D&A Building will occur along with rejection of all proposal received for RFP #011-0-2011/AT.
2. At the August 9, 2011 Board of County Commissioners meeting, a recommendation to adopt changes to the purchasing policy will occur to clarify the points I made above related to the responsibilities of the selection committee members.
3. A revised RFP for Janitorial Services will be developed and submitted for solicitation by the end of August, 2011 to include a full replacement of the selection committee to ensure impartiality to those submitted proposals that submitted on RFP # 011-0-2011/AT.

If you need further clarification on my ruling as Purchasing Agent for Sumter County, I will be happy to address those.

Bradley Arnold  
County Administrator  
Purchasing Agent  
Budget Officer